

**TOWN OF VASS
BOARD OF COMMISSIONERS
REGULAR MEETING
March 11, 2019**

The Regular Meeting was called to order by Mayor Callahan at 6:00 p.m. Commissioners in attendance were Callahan, Blackwell, Kellis and Kosem. Commissioners Mosley arrived at 6:15 p.m.

A. Approval of Agenda

Mayor Callahan asked if there were any additions to the Agenda. Commissioner Kellis added Item K PARTF Grant update.

Mayor Callahan summarized an email request from Becky Honeycutt to hold a benefit at the Vass Park for a paramedic battling cancer. He asked each commissioner to review the email and initial if they would like to approve the request.

Mayor Callahan asked for a motion to approve the agenda and consent agenda with the addition of item K. Commissioner Callahan made a motion to approve. All were in favor.

B. Consent Agenda

Items approved by above motion were:

1. Minutes of February 11, 2019 Regular Board Meeting
2. Budget Ordinance Amendment #13
3. Financial Report for February 2019

C. Police Report: Chief Blakeley

Informed the BOC that First Bank would be moving to the old BB&T Bank at 100 Bank Street at the end of May. A deer ran into the side of Officer Flynn's patrol car a few weeks ago. The cost of repair will be absorbed in the Police Department budget and no insurance claim would be filed.

D. American Legion Centennial: Commissioner Kellis read the attached history of the American Legion.

Mayor Callahan read the attached Proclamation in honor of the American Legion Centennial. This proclaimed March 15, 2019 American Legion Day.

E. Public Comments

None

Old Business:

F. Approval of final plat of Jordan's Ridge Subdivision: Kathy Liles informed the BOC the developers have addressed everything for the town. The county has a few items for approval,

concerning water infrastructure. If the BOC is ok with the plat Ms. Liles and Ms. Walden requested permission to move forward once the last couple of Moore County checkoffs have been done. The Plat is pretty much ready to move forward. Mayor Callahan asked for approval of the final plat for Jordan's ridge. Commissioner Kosem made a motion to approve and allow staff to approve the final plat. All were in favor.

G. Camellia Crossing Subdivision Changes: The BOC reviewed the proposed site plan while Kathy Liles summarized Mr. Caddell's request for permission to change the master plan for the project. The change would shift the swimming pool and pool house to Phase II. We required Mr. Caddell to include adequate parking to include a handicap space. When the building comes in for a permit, we will need to make sure it meets all site development plans for a permit at that time. We tried to make sure we kept any building envelopes out of the wetlands because we were having trouble making things fit. Some of the lots contain wetland edges but they are not in the building envelope. A to amend the master plan is needed. Commissioner Callahan asked if this location would be the final spot. Mabel Walden and Kathy Liles said at this time this location is the final spot. Mayor Callahan asked if anyone had any objections. There was conversation about the original location of the pool house. Commissioner Mosley made a motion to approve the requested change to the plat. All were in favor.

H. Jordan's Ridge Annexation: The BOC were presented with the Petition for Annexation dated August 13, 2018, Memorandum to the Board of Commissioners, Town Clerks Certificate of Sufficiency and Resolution calling for a public hearing on March 25, 2019. Kathy Liles explained the Annexation process. Mabel Walden reviewed the documents before the board and asked if the public hearing could be held on March 25, 2019. There were no objections to the public hearing. Mayor Callahan called for a motion to accept staff recommendations: 1) Accept the petition for voluntary annexation #19-01 as requested by Travis Green Developer / Moore HL Properties, Inc. Landowner for the Jordan's Ridge Subdivision, 2) Accept the Town Clerk's Certificate of Sufficiency, 3) adopt Resolution calling for a public hearing on March 25, 2019 at 6:00 p.m. 4) Place this item on the March 25, 2019 agenda for board action under New Business. Motion was made by Commissioner Callahan. All were in favor.

Kathy Liles mentioned the owners were anxious to move forward. She advised Mr. Green to have the new buyers to come in and sign their agreement on to the annexation paperwork to ensure everyone is vested in the process.

I. Budget Amendments: Budget Amendment #14 recognizing actual expenses to date for various accounts and Budget Amendment #15 recognizing salary expenses for the new maintenance employee starting on April 15, 2019. Commissioner Kosem asked for more information on the cost of the ballfield light. Mabel Walden explained her conversations with Duke Energy. She was informed the town could close the current account then put the lights on separate meters, then start a new account. The second opinion from Duke advised the town to keep the lights turned off for two months (billing cycles). By keeping them off the town should be able to go back to the lower price structure. They also suggested we try to install LED lights. Commissioner asked for clarification on Legal Fees. Mayor Callahan asked for a motion to approve Budget Amendment #14 and Budget Amendment #15. Motion was made by Commissioner Blackwell. All were in favor.

J. Discussion Topics: The BOC reviewed an email from David Honeycutt, McGill Associates and letter from Red Line Engineering regarding drainage issues in the Union Place Subdivision. Commissioner Callahan thinks the town needs to take Red Line Engineering's recommendation

requiring the developers to put the ditches back to where they were in Phase I. He said when you have a neighborhood that does not have curb and gutter or a wedge curbing the ditches are a must. Swales and ditches are a requirement or there will be runoff from the streets into yards. On Bynum Court there is a combination of problems. Some of the houses are built too low, and there is nothing the town can do about that. The water coming off of town roads needs to run into ditches, then catch basins, pipes and into the woods. Commissioner Callahan spoke to Bruce McFadden, the contractor that constructed the ditches. Mr. McFadden said the ditches were there when he finished and signed off on the job. Mr. Callahan said he saw a clear image on Google imaging showing the ditches and pavement and one driveway with a pipe. The pipe in that driveway is gone now. He feels somebody came in and covered up the ditches. Requiring the developer to put all of the ditches back will help get the water off of the street, however it will not fix all of the problems. In Whispering Pines, it is not mandatory for developers to put in curb and gutter or a wedge curve. Their streets have ditches constructed all the way around the cul-de-sac and catch basins at the lowest points to catch the water and keep the ditches from eroding.

Commissioner Kosem said he felt the developers were responsible until the town took the roads over. According to the engineers letter the roads may not have been properly compacted. He thinks the roads need to be tested in all new developments.

Commissioner Kellis asked if there was any documentation that describes standards that had to be met in the town's acceptance of roads documents, and what would happen if they failed to meet the standards. Kathy Liles said if she would take a look at the DOT manual. Kathy said the town needs to not accept the roads too early in the future. Kathy found DOT language that states: *New streets shall be dedicated to the public and constructed to the standards of this section and the most current NCDOT minimum subdivision roads construction standards.* Kathy said the manual does not have testing standards. She said in a lot of places there is a large construction checklist that needs to be followed before going to final plat. Commissioner Callahan and Mabel Walden stated that Whispering Pines has a checklist. Some of the items checked are ditches, ground stabilization, erosion and several other items. Mabel Will try to get Whispering Pines' checklist.

Brief discussion was held on the county inspection process.

Kathy Liles stated she has been working on revising subdivision ordinances for another jurisdiction. She asked if the board would like to see them. Mayor Callahan stated he thought that would be a good idea.

Commissioner Kosem asked Kathy for clarification on a section of the report that reads it is not clear as to whether a delineation or outside jurisdictional determination was ever formed. Kathy said this refers to the hiring of a consultant to establish where the wetland line is and then the Army Corps of Engineers would do a Jurisdictional Line verifying that the wetland line is indeed the wetland boundary.

The BOC advised Mabel Walden to send the email from McGill and letter from Red Line Engineering to the town attorney for review.

- K. The BOC moved to hold a public hearing on March 19th at 6:00 p.m. for the purpose of informing the public about the 2019 PARTF Grant application.

Adjournment

Mayor Callahan asked for a motion to adjourn. Commissioner Blackwell made a motion to adjourn the meeting at 6:52 p.m. The motion carried unanimously.

TOWN OF VASS

Henry E. Callahan
Henry E. Callahan, Mayor

ATTEST: Mabel A. Walden
Mabel A. Walden, Town Clerk